

Part-time Premises Assistant

Grade: Scale 2 £23,421 FTE
Permanent: 20.00 hours per week AYR + INSET days
Reporting to: School Business Manager

We are looking for an enthusiastic and motivated professional to work with our experienced Premises Officer to ensure that our site is managed and maintained to the highest standard.



We can offer:

-  Wonderful pupils who remain at the heart of everything we do
-  A varied role in a Grade II listed building
-  Opportunities for professional development
-  A school committed to the enjoyment, achievement and well-being of all

The successful candidate should:

-  Be enthusiastic and motivated
-  Be willing to work closely as part of the premises team to ensure the site is maintained to the highest standard
-  Be experienced in maintenance, plumbing, DIY and record keeping
-  Be organised and undertake tasks without supervision and using own initiative
-  Be able to contribute to planned maintenance initiatives
-  Be committed to Health & Safety



Honeywell Infant and Junior Schools are committed to safer recruitment practices and to safeguarding and promoting the welfare of all children. All candidates should be aware that we follow safer recruitment policies and procedures so references will be taken up prior to interview. We are committed to equality of opportunity and we are an equal opportunities employer. We positively welcome applications from all sectors of the community.

For further details and to register interest, please contact **Ms Veneta Platt, School Business Manager**, bursar@honeywell.wandsworth.sch.uk, who will answer any queries and arrange for an application pack which can also be downloaded from our website: www.honeywellschools.org
We do not accept CVs. Please return completed applications to the school by email at the above address.

Closing Date: 12 noon Friday 9th September 2022

Interviews: Wednesday 12th September 2022

Please note that only those candidates selected for interview will be contacted.